



MAINTENANCE WORKER, DISTRICT FAIRS

Class Code: 6760 - Exam Code: 6FAMW

Type of Examination:	Departmental Open/Statewide
Salary:	\$3,292 - \$3,790
Employment Type:	Permanent Full-time Permanent Part-time Permanent Intermittent Limited Term Full-time Limited Term Part-time Limited Term Intermittent
Exam Type:	Continuous Filing

EQUAL EMPLOYMENT OPPORTUNITY

The State of California is an equal opportunity employer to all, regardless of age, ancestry, color, disability (mental and physical), exercising the right to family care and medical leave, gender, gender expression, gender identity, genetic information, marital status, medical condition, military or veteran status, national origin, political affiliation, race, religious creed, sex (includes pregnancy, childbirth, breastfeeding and related medical conditions), and sexual orientation.

DRUG FREE STATEMENT

It is an objective of the State of California to achieve a drug-free state workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service, and the special trust placed in public servants.

WHO CAN APPLY

Applicants who meet the minimum qualifications as stated below. This is a Departmental Open Statewide examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

CONTINUOUS FILING INSTRUCTIONS

The testing office will accept applications continuously and will notify and test applicants as needs warrant. **Testing is considered continuous** as closing dates (cut-off dates) can be set at any time and eligible lists are merged. The testing period for this examination is **12 months**. The beginning of the testing period is based upon when an individual is placed on the eligible list. **A person may not be examined more than once in a testing period. Therefore, if you have taken this examination within the last 12 months, you are not eligible to apply or compete in this examination.**

FINAL FILE DATE

Applications will be accepted on a continuous basis. Testing is scheduled as needed or when an acceptable number of applicants have filed.

HOW TO APPLY

Submit a Standard State Application (STD. form 678) **and** Supplemental Application to the address indicated below.

- Standard State Application (STD. form 678) is available through the internet at <https://jobs.ca.gov/Public/StateForms.aspx>
- Supplemental Application is attached below. **Applicants who do not submit a Supplemental Application will be disqualified.**
- All applications must include “to” and “from” dates (month/day/year) and time base. Applications received without this information may be rejected.
- Resumes **will not** be accepted in lieu of a completed State Application, (STD. form 678).
- Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES (CalHR).

WHERE TO APPLY

By mail/In person: California Department of Food and Agriculture
Examination Unit, Attn: **Cindy Torres**
1220 N Street, Room 242
Sacramento, CA 95814
(916) 403-6581

By e-mail: exams@cdfa.ca.gov

NOTE: Facsimile (FAX) applications will not be accepted under any circumstances.

ELIGIBLE LIST INFORMATION

A Departmental “Open” list will be established for the California Department of Food and Agriculture. The names of successful competitors are merged onto the list in order of final scores, regardless of test date. Eligibility expires **12** months after it is established. Competitors must then retake the exam to reestablish eligibility.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applications must meet the education and/or experience requirements as stated on this examination announcement. Your signature on your application indicates that you have read, understood, and possess the basic qualifications required.

MINIMUM QUALIFICATIONS**Either I**

Six months' experience in the California state service performing the duties of a Fairground Attendant, District Fairs.

Or II

One year of experience in the California state service performing the duties of a Service Assistant (Maintenance) or one year experience as a Corpsmember with the California Conservation Corps performing maintenance related duties.

Or III

One year of experience in construction, building repair, or mechanical trades work.

POSITION DESCRIPTION

This is the entry and journey level. Incumbents perform a variety of building and grounds maintenance tasks and may lead a crew of unskilled workers. Incumbents perform a wide variety of maintenance functions necessary to maintain and operate the facilities of the District Agricultural Associations. Maintenance work performed includes the following: painting; carpentry; plumbing; electrical work; landscaping; mechanical and equipment repairs; operating equipment such as tractors, dump trucks, blowers, sweepers, loaders, forklifts; janitorial functions; ordering and record keeping of supplies; installing blacktop and grade; cement work, brick work; setting up and/or installing temporary structures or events; roofing; digging irrigation ditches; preventing entry of unauthorized persons, and in the largest fairs, maintaining the race track.

EXAMINATION INFORMATION

This examination will consist of a Supplemental Application – weighted 100%. Competitors who do not submit the Supplemental Application will be disqualified.

SUPPLEMENTAL APPLICATION – WEIGHTED 100%

The California Department of Food and Agriculture and the California Department of Human Resources (CalHR) reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

SCOPE OF EXAM AND KNOWLEDGE AND ABILITIES**KNOWLEDGE OF:**

1. Common methods, practices, materials, and equipment used in construction, general maintenance, and repair work of buildings including electrical, carpentry, mechanical, plumbing, painting, welding, machine repair, landscaping, and grounds maintenance.

ABILITY TO:

1. Communicate effectively at a level required for successful job performance;
2. Maintain cooperative relations with the general public and co-workers;
3. Demonstrate mechanical aptitude;
4. Operate a variety of tools and equipment;
5. Lead a crew of fair workers.

SPECIAL PERSONAL CHARACTERISTICS

Willingness to work irregular hours or odd shifts on occasion.

ADDITIONAL DESIRABLE QUALIFICATIONS

Equivalent to completion of the twelfth grade.

Possession of a valid California driver's license. Applicants who do not possess this license will be admitted to the examination but must secure the license prior to appointment.

Additional experience in grounds maintenance work.

VETERANS' PREFERENCE

Veterans' Preference will be granted for this examination. Effective January 1, 2014, in accordance with Government Codes 18973.1 and 18973.5, whenever any veteran, widow or widower of a veteran, or spouse of a 100 percent-disabled veteran achieves a passing score on an open examination, he or she shall be ranked in the top rank of the resulting eligibility list. This section shall not apply to any veteran who has been dishonorably discharged or released.

CAREER CREDITS

Career Credits **will not** be added to the final score of this examination, because it does not meet the requirements to qualify for Career Credits.

CONTACT INFORMATION

If you have any questions regarding this announcement, please contact:

The California Department of Food and Agriculture

Examination Unit

1220 N Street, Room 242

Sacramento, CA 95814

Attn: Cindy Torres at (916) 403-6581 or cindy.torres@cdfa.ca.gov.

GENERAL INFORMATION

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirements does not assure a place on the eligible list. All candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. If an offer of employment is made, a medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: ① sub-divisional promotional, ② departmental promotional, ③ multi-departmental promotional, ④ service-wide promotional, ⑤ departmental open, ⑥ open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one (1) to four (4) years unless otherwise stated on this bulletin.

Veterans' Preference: Effective January 1, 2014, in accordance with Government Code 18973.1 and 18973.5, Veterans' Preference will be awarded as follows: 1.) Any veteran, widow or widower of a veteran, or spouse of a 100 percent disabled veteran, who achieves a passing score in an entrance examination, shall be ranked in the top rank of the resulting eligibility list. Any veteran who has been dishonorably discharged or released is not eligible for Veterans' Preference. 2.) An entrance examination is defined, under the law, as any open competitive examination. And 3.) Veterans' Preference is not granted once a person achieves permanent civil service status.

Veteran status is verified by the California Department of Human Resources (CalHR). Directions to apply for Veterans' Preference are on the Veterans' Preference Application (Std. Form 1093), which is available at <http://jobs.ca.gov/Job/VeteransInformation>, and the Department of Veterans Affairs.

High School Equivalence: Equivalence to completion of the twelfth (12th) grade may be demonstrated in any one of the following ways: 1) passing the General Education Development (GED) Test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device
TTY number: 1-800-735-2929 FROM VOICE PHONES: 1-800-735-2922

**CALIFORNIA DEPARTMENT OF FOOD AND AGRICULTURE
SUPPLEMENTAL APPLICATION EXAMINATION FOR**

MAINTENANCE WORKER, DISTRICT FAIRS

The California Department of Food and Agriculture's (CDFA) Maintenance Worker, District Fairs examination is being given on a Open Statewide Continuous Filing basis. This examination will consist solely on this Supplemental Application.

This Supplemental Application is designed to elicit a range of specific information regarding each candidate's knowledge, skills, abilities, and experience to effectively perform the duties relative to the classification. Candidates are responsible for reading all of the material provided prior to completing the questionnaire. The information you provide will be evaluated using predetermined rating criteria. This Supplemental Application will account for 100% of the weight of your examination for this classification. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained. If successful, your name will be merged onto a list based on your final score.

Resumes, letters of reference, and other materials will not be evaluated or considered as responses to items in the Supplemental Application.

A "631 Location Preference Form" is included in this Supplemental Application to allow you to select the location(s) in which you are interested in working. You will not be scored on the "631 Location Preference Form".

NOTE: FAILURE TO ACCURATELY AND PROPERLY COMPLETE THIS SUPPLEMENTAL APPLICATION WILL RESULT IN YOUR ELIMINATION FROM THIS EXAMINATION.

THIS AFFIRMATION MUST BE COMPLETED:

I hereby certify and understand that the information provided by me on this Supplemental Application is true and complete to the best of my knowledge and contains no willful misrepresentation or falsifications. I understand this information may be verified at any time. I also understand that if it is discovered that I have made any false representations, I will be removed from the examination process, removed from the list resulting from this examination, and may not be allowed to compete in future examinations for State employment and I may be subject to prosecution for misdemeanor or felony offenses under California Law. Additionally, State employees may have adverse action taken against them up to and including dismissal.

Your signature (Required): _____ **Date:** _____

Print your name (Required): _____

Your supplemental application will not be scored if you do not provide your name.

Submit your completed Supplemental Application AND your completed Standard State Application (Std. Form 678) to the address below:

**California Department of Food and Agriculture
Human Resources Branch
1220 N Street, Room 242
Sacramento, CA 95814
Attn: Cindy Torres**

MAINTENANCE WORKER, DISTRICT FAIRS
SUPPLEMENTAL APPLICATION

PART I WILLINGNESS:

The following questions are job requirements. Please read each question carefully and respond by **marking either YES or NO** for the following two (2) questions. If you are not willing or unable to comply with some or all of the following job requirements, it may be grounds for elimination from the examination process.

Not providing a response to an item will be considered a “NO” response.

- | | | |
|---|-----------|----------|
| 1. Are you willing to work irregular hours? | _____ YES | _____ NO |
| 2. Are you willing to odd shifts on occasion? | _____ YES | _____ NO |

If you have answered “NO” to any of the above “WILLINGNESS” questions, please explain why below.

CONTINUE ON NEXT PAGE

MAINTENANCE WORKER, DISTRICT FAIR

Supplemental Application

PART II

- A = No experience in this area
 B = 1 month– 6 months in this area
 C = 6+ months – 1 year in this area
 D = 1+ year – 2 years in this area
 E = 2+ years or more in this area

		A	B	C	D	E
	Instructions: For each item listed below in rows "1 through 17", place ONE "X" in the column which most accurately represents the experience you have with the following tasks. NOTE: Credit will not be given for items not marked.	No Experience in this area	1 month – 6 months in this area	6+ months – 1 year in this area	1+ year - 2 years in this area	2+ years or more in this area
	General Maintenance:					
1	Paint interior walls					
2	Paint exterior walls					
3	Repair interior walls					
4	Repair exterior walls					
5	Electrical					
6	Carpentry					
7	Install plumbing fixtures					
8	Install plumbing water lines					
9	Repair plumbing fixtures					
10	Repair water lines					
11	Perform mechanical repairs on vehicles and equipment					
12	Janitorial maintenance					
13	Welding					
14	Mix and pour cement					
	Landscaping:					
15	Installation of sprinklers					
16	Programming of timers					
17	Pruning of trees, shrubs, flowers, etc.					

CONTINUE ON NEXT PAGE

MAINTENANCE WORKER, DISTRICT FAIR
SUPPLEMENTAL APPLICATION

		A	B	C	D	E
	Instructions: For each item listed below in rows "18 through 30", place ONE "X" in the column which most accurately represents the experience you have with the following tasks. NOTE: Credit will not be given for items not marked.	No Experience in this area	1 month – 6 months in this area	6+ months – 1 year in this area	1+ year - 2 years in this area	2+ years or more in this area
	Experience operating the following equipment:					
18	Forklift					
19	Tractor					
20	Man lift					
21	Back hoe					
22	Dump truck					
23	Hand tools					
24	Power tools					
25	Maintaining equipment (fluid levels, basic overall assessment)					
	Communication:					
26	Lead a crew of workers					
27	Cooperative relations with general public					
28	Familiar with and practice basic safety procedures					
	Supplies:					
29	Ordering any type of supplies					
30	Tracking any type of supplies					

California Department of Food and Agriculture

District Agricultural Associations (DAAs)

(631 LOCATION PREFERENCE FORM)

Please check the DAA (s) where you will accept employment (See DAA Map on last page).

District Agricultural Associations	County
<input type="checkbox"/> 1- A DAA Cow Palace – Daly City	4100
<input type="checkbox"/> 2 nd DAA San Joaquin County Fair – Stockton	3900
<input type="checkbox"/> 3 rd DAA Silver Dollar Fair - Chico	0400
<input type="checkbox"/> 4 th DAA Sonoma Marin Fair - Petaluma	4900
<input type="checkbox"/> 7 th DAA Monterey County Fair - Monterey	2700
<input type="checkbox"/> 9 th DAA Redwood Acres Fair - Eureka	1200
<input type="checkbox"/> 10 th DAA Siskiyou Golden Fair - Yreka	4700
<input type="checkbox"/> 10A –DAA Tulelake-Butte Valley Fair - Tulelake	4700
<input type="checkbox"/> 12 th DAA Redwood Empire Fair – Ukiah	2300
<input type="checkbox"/> 13 th /DAA Yuba-Sutter Fair – Yuba City	5100
<input type="checkbox"/> 14 th DAA Santa Cruz County Fair - Watsonville	4400
<input type="checkbox"/> 15 th DAA Kern County Fair – Bakersfield	1500
<input type="checkbox"/> 16 th DAA California Mid-State Fair – Paso Robles	4000
<input type="checkbox"/> 17 th DAA Nevada County Fair – Grass Valley	2900
<input type="checkbox"/> 18 th DAA Eastern Sierra Tri-County Fair - Bishop	1400
<input type="checkbox"/> 19 th DAA Santa Barbara Fair and Exposition – Santa Barbara	4200
<input type="checkbox"/> 20 th DAA Gold Country Fair – Auburn	3100
<input type="checkbox"/> 21 st DAA Big Fresno Fair – Fresno	1000
<input type="checkbox"/> 21-A DAA Madera District Fair - Madera	2000
<input type="checkbox"/> 23 rd DAA Contra Costa County Fair - Antioch	0700
<input type="checkbox"/> 24 th DAA Tulare County Fair - Tulare	5400
<input type="checkbox"/> 24A DAA Kings Fair - Hanford	1600
<input type="checkbox"/> 25 th DAA Napa Town and Country Fair - Napa	2800
<input type="checkbox"/> 26 th DAA Amador County Fair – Plymouth	0300
<input type="checkbox"/> 27 th DAA Shasta District Fair - Anderson	4500
<input type="checkbox"/> 28 th DAA San Bernardino County Fair - Victorville	3600
<input type="checkbox"/> 29 th DAA Mother Lode Fair - Sonora	5500
<input type="checkbox"/> 30 th DAA Tehama District Fair – Red Bluff	5200
<input type="checkbox"/> 31 st DAA Ventura County Fair – Ventura	5600
<input type="checkbox"/> 33 rd DAA San Benito County Fair – Tres Pinos	3500
<input type="checkbox"/> 34 th DAA Modoc District Fair - Cedarville	2500
<input type="checkbox"/> 35 th DAA Merced County Fair - Merced	2400
<input type="checkbox"/> 35A DAA Mariposa County Fair & Homecoming - Mariposa	2200
<input type="checkbox"/> 36 th DAA Dixon May Fair - Dixon	4800
<input type="checkbox"/> 37 th DAA Santa Maria Fair Park – Santa Maria	4200
<input type="checkbox"/> 38 th DAA Stanislaus County Fair - Turlock	5000
<input type="checkbox"/> 39 th DAA Calaveras County Fair & Jumping Frog - Angels Camp	0500
<input type="checkbox"/> 40 th DAA Yolo County Fair - Woodland	5700
<input type="checkbox"/> 41 st DAA Del Norte County Fair – Crescent City	0800
<input type="checkbox"/> 42 nd DAA Glenn County Fair - Orland	1100
<input type="checkbox"/> 44th DAA Colusa County Fair – Colusa	0600
<input type="checkbox"/> 45 th DAA California Mid-Winter Fair & Fiesta – Imperial	1300
<input type="checkbox"/> 46 th DAA Southern California Fair - Perris	3300
<input type="checkbox"/> 48 th DAA School's Agriculture & Nutrition Program - Walnut	1900
<input type="checkbox"/> 49 th DAA Lake County Fair - Lakeport	1700
<input type="checkbox"/> 51 st DAA The Valley Fair – Burbank	1900
<input type="checkbox"/> 52 nd DAA Sacramento County Fair – Sacramento	3400
<input type="checkbox"/> 53 rd DAA Desert Empire Fair - Ridgecrest	1500
<input type="checkbox"/> 54 th DAA Colorado River Fair - Blythe	3300

**California Department of Food and Agriculture
District Agricultural Associations (DAAs)**

(631 LOCATION PREFERENCE FORM)

Please check the tenure and time base you are willing to work

Tenure and Time Base

- ☐ Permanent Full-Time ONLY (D)
- ☐ Will work any tenure or time base (A)

PRINT YOUR NAME

SIGN YOUR NAME

CALIFORNIA FAIRS

